

AGENDA
CLINTONVILLE BOROUGH
COUNCIL MEETING
February 6, 2024 at 6:30 p.m.

Call to Order

Mayor Megan Weber __ Becky Hedglin, President __ Sue Sandrock, Vice-President ____
Jim Bollinger __ Wanda Jacobs __ Linda Kaylor __ Ashley Rayl __ Mike Sandrock __ Judy
Stoops __ Police ____

Pledge of Allegiance & Prayer

Public Comments:

Minutes - Motion to accept from January 2, 2024 – 2nd motion

Financials - Motion to approve payments and checks signed since last meeting. 2nd Motion

Police Report:

Correspondence: CCI has submitted a copy of the contract signed with them back in 2009 that we can only use them for 3rd party inspections. If we choose to make it 3 people, then CCI won't give us 20 percent back in fees unless all 3 do.

Old Business:

- Water Meter Reading _____
- Fire Extinguisher check _____
- Intergovernmental Agreement with Clinton Twp.

New Business:

EMA – Mayor Megan Weber – Nothing

Roads & Sidewalk: Becky Hedglin, Mayor Megan Weber

Parks & Building: Jim Bollinger, Becky Hedglin, Wanda Jacob

Oil Region COG Report: Becky Hedglin

Location – Sandycreek Township
Date: Feb. 15, 2024 at 7:00 p.m.

CVFD Report: Ashley Rayl, Linda Kaylor

Mayor's Report: Megan Weber

Planning Commission – "Clintonville Food Pantry has balance of \$14,000. Food pantry will be making food and equipment purchases over the course of the year and submitting reimbursement invoices, as needed. Balance was emailed to organizers on 10/13/23."

Franklin Commons Subdivision

Tentative Tire Recycling Dates – 5/4 & 10/23. Submitted for approval. Registration will be a month in advance.

Clintonville Stray Cat Spay & Neuter Project – Becky Hedglin sponsored two cats. Asked for 1 spot in January due to special request.

Misc. - Swore in officers at CVFD on 1/15/24

CSWA Report: Mary Kelly, Becky Hedglin

- Penn Vest closed and hopefully construction start in spring.
- New Board member for new term

Motion to adjourn

Second Motion:

Time:

- **Next meeting:** Tuesday, March 5 at 6:30 p.m.

Clintonville Borough, Venango County, PA
Meeting Minutes for January 2, 2024, Council Meeting

The reorganizational meeting of the Clintonville Borough Council was called to order at 6:30 p.m. with President, Becky Hedglin presiding. The meeting was opened with The Pledge of Allegiance, and Megan Weber said a prayer. Council members present were Mayor Megan Weber, Becky Hedglin, President, Sue Sandrock, Vice-President, Ashley Rayl, Wanda Jacobs, Mike Sandrock, Linda Kaylor, and Judy Stoops, Secretary/Treasurer. Also, present were Mary Kelly (Tax Collector), Joe Kelly, Aaron Kaylor, (Constable), Garrett Hedglin, Wanda Gladd, Steve Gladd, and Officer Deeter.

Mayor Megan Weber open nominations for election of president. Jim Bollinger made a motion to nominate Becky Hedglin. Becky Hedglin will accept. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Mayor Megan Weber opened nominations for election of vice-president. Jim Bollinger made a motion to nominate Sue Sandrock. Sue Sandrock will accept. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Jim Bollinger made a motion to appoint Ashley Rayl to the vacancy board chair. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

Committees appointments -
Roads and sidewalks - Becky and Megan
Parks and building - Jim, Wanda, Becky
CVFD - Ashley & Linda
EMA - Megan

Public Comment - none

Jim Bollinger motioned to approve the minutes from December 5, 2023, as presented. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

Financials - Jim Bollinger made a motion to approve payments and checks signed since the last meeting. 2nd motion Wanda Jacobs. All in favor, motion is carried and approved.

ATTORNEY - Bruce Getsinger

Sue Sandrock made a motion to send Intergovernmental agreement with Clinton Twp. with Bruce Getsinger to send to Clinton Twp. solicitor and Judy to send to Beel's Insurance for approval from both.

Jim Bollinger made a motion to adopt Ordinance 2024-1 as presented. 2nd motion by Ashley Rayl. All in favor, except Mike Sandrock opposed. Motion is carried and approved.

Police Report: Officer Deeter explained his report. Ashley Rayl made a motion to increase the rate to \$38.00 for 2024. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

Correspondence for the month: Jim Bollinger made a motion to send papers from Workers' comp about a lawsuit that Attorney Getsinger said to send to Beel's insurance for them to deal with. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Old Business:

Water Meter Reading 18466 - 1554 gallons
Fire Extinguisher check - good

New Business:

New Resolutions to approve:

Sue Sandrock made a motion to adopt Resolution 2024-1 Appoint Secretary, Treasurer - Judy Stoops. 2nd motion by Jim Bollinger. All in favor, motion is carried and approved. Sue Sandrock made a motion to pause regular meeting. 2nd motion by Wanda Jacobs. Linda Kaylor made a motion to go into executive session to discuss Judy's wages. 2nd motion by Sue Sandrock. All in favor, motion is carried. Wanda Jacobs made a motion to end executive session. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved. Jim Bollinger made a motion to go back into regular session. 2nd motion by Linda Kaylor. All in favor, motion is carried and approved. Pay will stay the same for Judy Stoops at \$550.00 per month.

Sue Sandrock made a motion to adopt Resolution 2024-2 Appoint Open Records Officer - Judy Stoops. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Wanda Jacobs made a motion to adopt Resolution 2024-3 Appoint Solicitor. - Bruce Getsinger. 2nd motion by sue Sandrock. All in favor, motion is carried and approved.

Ashley Rayl made a motion to adopt Resolution 2024-4 Appoint Depository for All Monies - Mercer County State Bank. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

Jim Bollinger made a motion to adopt Resolution 2024-5 Appoint Borough Auditor - Mattern CPA, LLC. and to allow Judy to sign the contract when received. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Ashley Rayl made a motion to adopt Resolution 2024-6 Appoint Newspaper of Circulation - Progress News. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

Jim Bollinger made a motion to adopt Resolution 2024-7 Borough Fee Schedule as presented. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Sue Sandrock made a motion to adopt Resolution 2024-8 Borough SEO - Patrick Kelley. 2nd motion by Jim Bollinger. Motion is carried and approved.

Ashley Rayl made a motion to adopt Resolution 2024-9 Borough Engineer - Senate Engineering (LSSE). 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Roads & Sidewalk: Mike Sandrock and Sue Sandrock - Nothing

Parks & Building: Jim Bollinger, Becky Hedglin, & Wanda Jacobs - Jim will check with Sauer's about Medical Center siding that was damaged.

OIL Region COG Report: Becky Hedglin - No meeting in December. Next meeting is January 16 at Cranberry Twp. Becky will attend.

CVFD Report: Ashley Rayl - They are going to have Bingo, Winter Dance, Ladies Night out, and they are getting bids for front door replacement.

Mayor's Report: Megan Weber -

Clintonville Stray Cat Spay & Neuter Project -

Community Tree- held 12/2 at 3:30, 105 Franklin St. Same formats as last year. Will donate remaining items to Sinner's Sanctuary

Submitted list of businesses to News Herald for yearly business review, tentative publication date 2/16/24.

Planning Commission -

Free Library Box - box complete but on hold until gas line work is completed.

Food Trucks- will begin again in June. Planning on 2 a month June through August.

CSWA Report: Mary Kelly & Becky Hedglin- Penn Vest closing meeting is Wed. January 3 at 9:00 p.m.

7:40 p.m. Wanda Jacobs made a motion to adjourn. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Judy Stoops
Secretary/ Treasurer

**Clintonville Borough General Fund
Treasurer's Report
As of February 6, 2024**

Date	Num	Name	Memo	Original Amount	Balance
100.02 · Mercer County State Bank - Curr					19,850.76
01/03/2024	1782	Penelec	head start	-344.01	19,506.75
01/03/2024	1783	Polk Borough	41 hours - December	-1,558.00	17,948.75
01/03/2024	1784	Mary Kelly, 2	cleaning	-30.00	17,918.75
01/07/2024	1785	Kelly, Mary M	Payroll	-42.84	17,875.91
01/07/2024			Deposit - Taxes	970.55	18,846.46
01/08/2024	1786	The Progress News	aad for meeting dates/maint	-30.00	18,816.46
01/11/2024	EFT	Columbia Gas	heat	-254.25	18,562.21
01/16/2024	EFT	Armstrong	phone	-30.08	18,532.13
01/22/2024			Deposit	325.00	18,857.13
01/22/2024			Funds Transfer	-325.00	18,532.13
01/22/2024			Deposit - Park Rental	50.00	18,582.13
01/25/2024			Deposit - rent	525.00	19,107.13
01/29/2024			Deposit - no lien	10.00	19,117.13
02/01/2024	EFT	Penelec	park	-51.39	19,065.74
02/06/2024	1787	Stoops, Judith A	Payroll	-470.15	18,595.59
Total 100.02 · Mercer County State Bank - Curr					18,595.59
TOTAL					18,595.59

**Clintonville Borough General Fund
PLGIT Savings
As of February 6, 2024**

Type	Date	Num	Name	Memo	Paid Amount	Balance
100.04 · PLGIT						6,716.59
Transfer	01/22/2024			Funds Transfer	325.00	7,041.59
Total 100.04 · PLGIT						7,041.59
TOTAL						7,041.59

**Borough American Rescue Plan Act
Treasurer's Report
As of February 6, 2024**

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.03 · Borough ARPA					48,987.30
Total 100.03 · Borough ARPA					48,987.30
TOTAL					48,987.30

**Clintonville Borough State Fund
PLGIT Savings - Treasurer's Report
As of February 6, 2024**

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.002 · PLGIT Savings					30,140.77
Total 100.002 · PLGIT Savings					30,140.77
TOTAL					30,140.77

**Clintonville Borough State Fund
Treasurer's Report
As of February 6, 2024**

Date	Num	Name	Memo	Amount	Balance
100.01 · Mercer County State Bank - Curr					3,536.20
01/25/2024	1035	Sauer Snowplowing ...	snow plowing	-435.00	3,101.20
Total 100.01 · Mercer County State Bank - Curr					3,101.20
TOTAL					3,101.20